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Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 26 June 1956

FROM : Chief, Visual Aids Staff

SUBJECT: Weekly Activities Report
20 June through 26 June 1956

1. PROGRESS ON MAJOR TRAINING AIDS

A. Basic 3

1. Display, Graphics Register—95% completed

B. Language

1. One chart, []—in progress

25X1

C. Cable Secretariat

1. Spot Illustrations for revised handbook sent to customer—awaiting information on handbook layout

D. Medical Office

1. Two charts—human skeleton—60% completed

E. Security Office

1. Seven charts—layouts in progress

2. TRAINING AIDS COMPLETED DURING WEEK

A. Basic 5

1. FI Organization Chart—a duplicate of one completed 8 June 1956

B. OTR/A&E

25 YEAR RE-REVIEW

1. Five signs for office use

C. OTR/Film Branch

1. Two [] street signs

25X1

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3. STATISTICAL REPORT FOR MAP SERVICES

- A. Seven requests received for maps
- B. Twelve maps distributed in OTR
- C. Eight maps were mounted
- D. One reference request received and serviced

4. ADMINISTRATIVE ITEMS OF INTEREST

25X1

A. Mr. [] is on annual leave this week.

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B. Mr. [] is on the second week of a two-week period of military leave.



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